

October 28, 2019

CHRISTA BECK  
CA OPERATOR CERTIFICATION

The following water/wastewater operator has applied to South Dakota to receive an Operator Certificate thru reciprocity. South Dakota will grant certificates by reciprocity to operators coming from states where their certification program is of a standard not lower than ours and will extend reciprocal privileges to our operators.

Please answer the following questions concerning your operator certification program so that the South Dakota Board of Operator Certification may make a decision at their next Board meeting (February 1, 2020) as to whether certification should be granted.

Name Courtney Amber Leising

Address 24285 Doane Mountain, Keystone SD 57751

License Held CA Wastewater Treatment #44745 Grade I

What is the education requirement (HS graduation, years of post-secondary, etc.) for this license(s)?

A minimum of a High School Diploma or equivalent and 6 educational points (either 60 hours of continuing education, a three-semester course, or 5 quarter unit course in biology, chemistry, engineering, physics, math or wastewater treatment.

What is the work experience requirement for this license(s)?

At least one year (1,800 hours) of full-time qualifying experience as an Operator-In-Training (OIT) in wastewater operations.

Was a written exam taken to gain this license(s)? Yes.

What type of questions is on the exam? True and False and multiple-choice questions.

What is the minimum score to pass the exam? 70 percent

Is your certification program mandatory? Yes.

Is this license(s) valid at this time? Yes.

Will your program grant reciprocity to all South Dakota water and wastewater operators if minimum requirements are met? Note-South Dakota will grant reciprocity on a case-by-case basis. We compare the education/work experience requirements for your certificate with the requirements for our SD certificates. We do NOT review the education/experience of the operator himself. It is also required that your state will grant reciprocity to our operators coming to your state.

1. We (California Wastewater Operator Certification Program- WWOCP) do not have reciprocity with any other states; however, we will on a case-by-case basis offer exam waivers. 1. If the exam taken by the applicant is comparable to the WWOCP exam. 2. If the experience, education, examination requirements and enforcement capability of the \*certifying body (such as a state) are comparable to the WWOCP's requirements; and 3. The applicant meets the minimum education and qualifying experience requirements for the applicable grade level;

Comments: For details regarding the examination, please go to  
[https://www.waterboards.ca.gov/water\\_issues/programs/operator\\_certification/docs/grade1.pdf](https://www.waterboards.ca.gov/water_issues/programs/operator_certification/docs/grade1.pdf).  
For more detailed information regarding exam waivers, please go to:  
[https://www.waterboards.ca.gov/water\\_issues/programs/operator\\_certification/exam\\_waiver](https://www.waterboards.ca.gov/water_issues/programs/operator_certification/exam_waiver).

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Name and title of person completing this form-

Christa Beck, Associate Governmental Program Analyst

Please check which certificates your agency issues-

☐ Water Treatment ☐ Water Distribution  
☒ Wastewater Treatment ☐ Wastewater Collection

South Dakota's Operator Certification Law can be found at-  
<http://legis.sd.gov/statutes/DisplayStatute.aspx?Type=Statute&Statute=34A-3>

Our regulations are contained within- <http://legis.sd.gov/rules/DisplayRule.aspx?Rule=74:21:02>

Feel free to write your answers on this sheet, and please include a copy of your regulations concerning Operator Certification. **Please email or fax your reply if possible.** If there are any questions on this matter, feel free to contact me in Pierre. Thank you for your help.

Sincerely,



Rob Kittay-Secretary  
Board of Operator Certification  
523 E Capitol  
Pierre SD 57501  
Phone: 605-773-4208  
Fax: 605-773-5286  
E-mail: [rob.kittay@state.sd.us](mailto:rob.kittay@state.sd.us)  
Web Site: <http://denr.sd.gov/des/dw/opcertqa.aspx>

CA Contact -  
Neal Funston  
wwopcertprogram@  
waterboards.ca.gov

**SOUTH DAKOTA DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES**

## APPLICATION FOR OPERATOR CERTIFICATION THRU RECIPROCITY

### INSTRUCTIONS TO APPLICANTS:

Application must be received by the Secretary at least **FOUR WEEKS BEFORE THE NEXT MEETING OF THE BOARD OF OPERATOR CERTIFICATION**. One certificate per application. Fax application to 605-773-5286, email application, or mail application to:

Rob Kittay-Secretary  
Board of Operator Certification  
523 East Capitol-Foss Building  
Pierre, SD 57501-3181  
Email: rob.kittay@state.sd.us

Applications for certification thru reciprocity are reviewed on a case-by-case basis by the Board of Operator Certification. Requirements for the certificate presently held in your state are compared to the requirements for certificates in South Dakota. Please note that you may not be awarded any certificate if the requirements to obtain your current certificate are lower than the standards in South Dakota. A copy of the certificate presently held should be included with the application.

Each application must be accompanied by a check or money order for \$10.00 made out to "DENR". If you fax or email application, please submit fee through the mail.

### GENERAL INFORMATION (Print legibly and fill out completely):

1. Name Leising Courtney Amber  
Last First Middle
2. Home Mailing Address 24285 Doane Mountain Rd  
Keystone, SD 57751
3. Phone (608) 606-2807 Fax \_\_\_\_\_
4. Email Address courtney-leising@nps.gov
5. Certificate Now Held Wastewater Grade 1 From Which State California
6. Was an exam passed to acquire this certificate? Check one. Yes ☒ No ☐
7. Was this certificate obtained thru reciprocity? Check one. Yes ☐ No ☒
8. Is this certificate valid with all fees up-to-date? Check one. Yes ☒ No ☐
9. Have you ever been certified in South Dakota before? Check one. Yes ☒ No ☐

## EDUCATION AND TRAINING

Are you a high school graduate? Check one. Yes ☒ No ☐ GED ☐ If no, year completed \_\_\_\_\_

College/Vo-tech Name	Dates Attended	Major	Date Graduated
University of WI-Whitewater	2015-2016	Health, Human Perf. & Rec	Aug. 2016
University of WI-Whitewater	2012-2015	Health, Human Perf. & Rec	May 2015
University of WI-Rock County	2010-2012	Applied Science & Arts	Dec. 2012

List other educational courses completed such as correspondence school, operators' short courses, etc. Give date, name, and location of such courses.

See Attached Pages

## WATER/WASTEWATER OPERATION EXPERIENCE

Present Position Title Maintenance Mechanic Date Employed Oct 2019

Supervisor Name and Title Doug Livermore, Maintenance Supervisor

Describe in detail your daily duties. (Be Specific!) \_\_\_\_\_

See Attached Pages

List other job experience which you feel will pertain to your certification qualifications.

Dates	Employer Name/Location	Specific Job Duties
Jul 2018-Oct 2019	Sequoia Kings Canyon NP <sup>near Three</sup> Rivers, CA	See attached pages
May 2016-July 2018	Mt. Rushmore Keystone, SD	See attached pages
Feb-April 2015	Mt. Rushmore Keystone, SD	Lab testing, daily operational checks, preventative maintenance on equipment.

I hereby certify that this application contains no willful misrepresentations or falsifications and that the information given is true and complete.

Signature Camryn Leving

Date 10-25-2019

Oper# 3411	
Cert Date	
Reciprocity Approved      Yes <input type="checkbox"/> No <input type="checkbox"/>	
Certificate Awarded	
Cash	Check
DENR Use Only	

04/2013

### **Sequoia and Kings Canyon NP Wastewater July 2018-Oct 2019 Duties:**

Operate a variety of wastewater systems in accordance with federal, state and local requirements. Perform and lead others in operations under minimal to no supervision on three activated sludge wastewater treatment plants that discharge into sand filters and spray fields and one circular activated sludge process that discharges to facultative ponds and spray fields. Perform pretreatment, primary and secondary treatment of wastewater by using equipment such as; biological filters, sand filters, aeration tanks and oxidation ponds. Perform and instruct others on control adjustments in pretreatment, primary and secondary treatment to promote bacteriological growth that is used to feed on non-settling solids. Properly increase or decrease chemical agents and pumping based on the results of oxygen and solids tests and record results. Adjust plant pumps and equipment for proper separation of settleable matter from the liquid and process non-settling solids through secondary stage return activated sludge. Skilled in using large electrical motors and motor driven pumps, variable frequency drives providing soft start and stop functions to these motors. Process the non-settling solids through secondary stage RAS/WAS pumps. Use test instruments such as multi meters to test precision pressures, vacuum pumps and precision gauges. Adjust, calibrate, measure and record values such as; pressure, flow, vacuum, voltage and current. Use polymer chemical for proper separation of settleable matter from liquids. Perform routine inspection and maintenance on sanitary sewage facultative ponds. Lead others in the operations of both wastewater and water treatment plants. Interpret and assist others in understanding and following wastewater treatment plant discharge permits issued by State/Federal regulatory agencies. Actively maintain the collection system by monitoring and operating lift stations, flow meters, valves, bar screens, solids handling pumps/controls and inspecting manholes and making sure there are no obstructions. Use portable jet rodders to clear any plugs in the collection system. Inspect and repair collection systems consisting of gravity and force mains. Perform testing and instruct others to make operational decisions and changes to wastewater treatment systems including: dissolved oxygen, ammonia, pH, spectrophotometry, alkalinity, nitrate and settle-ability tests. Monitor/record, install and repair; gauges, meters, control panels and programmable controllers. Evaluate and repair chemical feed pump systems and chlorine monitoring systems. Use operation/maintenance manuals and manufacturer's installation manuals when performing preventative maintenance and service on blowers, motors, pumps, valves, plant controls, lab equipment and mixers by; checking belts, changing oil/filters and greasing proper fittings. Troubleshoot and repair motors and controls ranging from 60 horsepower to 480 volts. Repair and replace gate valves and actuators in the leach and spray discharge fields. Use, properly store and maintain a variety of hand tools such as; hammers, screw drivers, hand saws, wrenches, pullers, chargers, volt meters, engine monitor sensors, lifting jacks, pliers, tape measures, squares, rulers, wire cutters, axes, pry bars, spades, cutters, clamps/vises, knives and files. Winterize campgrounds by applying sewer plugs in manholes and closing/emptying lift stations. Develop and implement a timeline for utilities staff to reach specific weekly goals as far as; repairing equipment, tool inventory management



and cleaning/organizing tasks. Determine and plan for specific repairs and projects-completing high priorities first and making modifications when necessary. Perform visual inspections and operational tests to determine necessary maintenance and repairs. Make minor deviations when needed and lead others to overcome problems such as; equipment failure, material delays or unplanned absences. Pass on descriptive instructions to the utilities staff from the supervisor. Perform visual inspections and operational tests to determine necessary maintenance and repairs. Preserve and work with limited equipment/supplies due to the remote location. Coordinate pumping of vault toilets and sumps as needed to ensure appropriate service levels were maintained. Utilize single line diagrams depicting system operations, SOP's, engineering studies and industry design standards for reference and projects. Perform functions and make proper control adjustments on the Supervisory Control and Data Acquisition (SCADA). Collect wastewater testing samples such as; BOD, COD, TSS, chlorine, pH and fill out the chain of custody to comply with NPDES permit, CA State Water Resources Control Board and EPA. File and store official records for monthly reporting and enter daily data into Hach WIMS for compliance with the state.

#### **Sequoia and Kings Canyon NP Water July 2018-Oct 2019 Duties:**

Operate various public drinking water treatment systems to comply with Safe Drinking Water Standards as stipulated by State and Federal regulatory agencies. Perform operations and lead others under minimal to no supervision on three ground and surface water treatment plants with creek intake, springs and wells. Operate and maintain groundwater wells for use of potable water supply. Operate five mini dose chlorine treatment stations. Operate hypo chlorinators, solution tanks, pressure and filter tanks, valves, mixed media filters and reciprocating pumps. Maintain and monitor potable water distribution systems. Operate, maintain and repair and instruct others on controls, well pumps, turbidity monitors, chlorine chemical feed injection pumps and filter systems. Control; pump rates, meters and gauges to maintain treated water levels in potable water storage tanks. Interpret, understand and follow water system sampling schedules issued by State/Federal regulatory agencies and take samples to a state approved lab facility. Perform testing to assure regulatory compliance and make operational decisions and changes to drinking water treatment systems such as: turbidity, chlorine residual, pH, Trihalomethane (TTHM), Lead and Copper, fluoride, and temperature tests. Based on the testing results, adjust treatment plant operations as necessary to meet required finished water standards. Perform non-filtration processes to change the taste, odor and chemical content of the drinking water. Operate, maintain and calibrate potable water monitoring equipment such as; colorimeters, turbidimeters and pH meters. Use and lead/instruct others on pocket colorimeters, pH meters and turbidimeters to test drinking water. Use specifications, blueprints, construction plans, schematics and/or shop drawings to maintain, repair and install drinking water systems (including distribution systems). Install and repair 20 feet of 1" schedule 80 PVC pipes and fittings after being cracked and worn from weather. Repair water lateral asbestos cement pipe leak with a compression coupler



while following OSHA approved excavation techniques and AWWA procedures. Maintain distribution valves by setting up a maintenance schedule to regularly exercise them. Inspect and repair water distribution systems with pressures exceeding 70 psi. Evaluate, repair and install a variety of valves, pipe fittings and flow meters. Maintain wells and springs by switching between primary and secondary source making sure we have efficient water coming from both sources year around. Perform functions and make control adjustments on the water treatment plant Supervisory Control and Data Acquisition (SCADA). Properly and accurately hand batch chlorine to keep good residuals throughout the distribution system. Collect weekly potable water samples for the purpose of regulatory compliance monitoring. Comply with all EPA and state requirements for chlorine thresholds and turbidity limits for drinking water. Winterize three campground distribution systems by taking off hose spigots, flushing/clearing lines and risers and opening all drains.

#### **Mt. Rushmore Wastewater May 2016-July 2018 and Current Duties:**

Performed daily operations under minimal to no supervision at a 0.08 million gallons per day rated activated sludge wastewater treatment plant. Made proper control adjustments for the plant on the Supervisory Control and Data Acquisition (SCADA). Operated the wastewater system in accordance with federal, state and local requirements and performed proper operation of wastewater systems. Performed daily, weekly and monthly lab tests of wastewater as required by the South Dakota State Department of the Environment and Natural Resources (SDENR). Keep and maintain official records and monthly reports using computerized spreadsheets and written log books. Collected and gathered proper test sample data required to fill out monthly discharge monitoring reports (DMR). Used the data gathered to enter it into NetDMR to comply with the surface water discharge permit for SDENR and EPA requirements. Conduct testing and collect wastewater samples such as; biochemical oxygen demand (BOD), total suspended solids (TSS), dissolved oxygen (DO), ammonia, bio solids, pH and fill out chain of custody to comply with SDENR and EPA. Calibrate, troubleshoot and repair Telemetry and control instruments such as; grinders, blowers, pumps, flocculate basins, mechanical and static mixers, chemical pumps, chlorinators, contact clarifiers, basins, lift stations and heating systems. Transported wastewater collection samples weekly to a state approved lab facility. Organized and maintained documentation for compliance programs in the wastewater treatment and collection fields. Performed general and preventative maintenance on plant equipment such as; pumps, valves, hoses, filters, mixers and the clarifier drive. Performed preventative maintenance and repairs on air compressors by changing the oil, air filter, coolant, separator element and cleaning the scavenger check valves. Disassemble, repair and assemble a JVC muffin monster grinder that is a crucial component to the plant. Read blueprints to accurately locate; force mains, collection lines, manholes, shutoff valves and to determine sizes of pipes and basin structures. Operate, calibrate, troubleshoot and repair lab equipment such as; colorimeters, turbidimeters, spectrophotometers, suspended solid meters and DO meters. Performed daily process laboratories to collect samples and test the following:



ammonia, nitrates, total suspended solids, dissolved oxygen, pH levels, turbidity, sludge judge, settelometers and complete a microscopic analysis of organisms. Reviewed lab results to ensure the plant is running correctly and make changes accordingly. Troubleshoot and repair lift stations and sewage pumps. Use proper safety procedures to completely drain the clarifier twice a year for inspection of the basin, drive and rake assembly then pressure wash the clarifier basin. Flush sewer lines and manholes using a jet roter sewer cleaner. Used radio detector camera to receive live video footage in sewer lines to observe the condition of pipes. Repair and provide preventative maintenance to solenoid valves on positive displacement pumps to ensure correct water flow to mechanical seals. Use valve box locator and witching sticks to locate water, gas and air lines that run underground.

### **Mt. Rushmore Water May 2016-July 2018 and Current Duties:**

Operate a 0.14 million gallons per day rated micro-filtration ground water treatment plant (for removal of Arsenic) under minimal and no supervision. Evaluate and repair micro-filtration fibers, housing and chemical adsorption equipment. Made control adjustments for the water treatment plant on the Supervisory Control and Data Acquisition (SCADA). Performed daily, weekly and monthly lab testing of safe drinking water samples as required by the South Dakota State Department of the Environment and Natural Resources (SDENR) and EPA. Read and followed blueprints to locate shut off valves in the distribution system and determine size/type of pipes, valves and reservoirs. Record pump and well hours daily to ensure correct running time and record tank levels to ensure no leaks or plugs. Performed tests to drinking water daily; total chlorine for the total amount of chlorine in the water and free residuals to see how much is still available. This procedure allows us to take the difference of the two and figure out the demand to ensure proper disinfection amount. Perform ferric testing with a colorimetric meter to ensure correct amount is being added, making chemical control adjustments on the pump as needed. Take independent immediate actions when water quality decreases below acceptable standards and report to supervisor the plan of action. Properly add silicates and chemical agents such as chlorine, fluoride and manganese into the water system to follow state permit compliance. Perform non-filtration processes to change the taste, odor and chemical content of the drinking water. Exercise isolation and shut off valves throughout the distribution system using valve turners and keys. Replaced and installed new RPZ backflow preventer and ensure it is in working order. Safely transfer and add proper amount of chemicals to tanks such as; sodium hydroxide, ferric, sulfuric acid, citric acid and chlorine using proper PPE. Performed maintenance on chemical injection feed pumps. Assisted with a plumbing project which included; water valve replacement, removal of several backflow devices, booster pumps and water meters. Flushed, pressure tested and flow tested fire hydrants to ensure valid water pressure. Collect water samples such as; total chloroform, lead and copper, stage 2 disinfection by-products (THMs), nitrates/nitrites, arsenic, inorganics (IOCs) and synthetic organic materials (SOCs) and fill out chain of custody for SDENR and EPPA.

State of California  
State Water Resources Control Board



## *Certificate of Competence*

This is to certify that pursuant to the provisions of Chapter 9, Division 7 of the California Water Code

**Courtney A. Leising**

has fulfilled the requirements for certification as a

**Grade I**

Wastewater Treatment Plant Operator

Certificate Number **44745**

Issued this June 11, 2019

Original Issue Date: 06/11/2019

Expiration Date: 06/11/2022



**E. Joaquin Esquivel**  
Chair

This certificate is the property of the State of California and in the event of its suspension, revocation or invalidation for any reason, it must be returned to the State Water Resources Control Board upon demand.

**OPERATOR CERTIFICATION  
REQUIREMENTS TABLE**  
(Effective April 1, 2013)

**Note: Applicants must take and pass the Office of Operator Certification Wastewater Treatment Plant Operator Examination before applying for Certification:**

PATH	EXAMINATION		CERTIFICATION
	EDUCATION REQUIREMENTS		QUALIFYING EXPERIENCE REQUIREMENTS
<b>GRADE I</b>			
1	High school diploma or equivalent and 6 educational points	and	1 year of full-time qualifying experience
<b>GRADE II</b>			
1	High school diploma or equivalent and 9 educational points	and	18 months of full-time qualifying experience as a Grade I operator
2	High school diploma or equivalent and 12 educational points	and	2 years of full-time qualifying experience
3	Associate's degree, a higher degree, or a minimum of 60 college semester units, including a minimum of 15 semester units of science courses	and	1 year of full-time qualifying experience
<b>GRADE III</b>			
1	High school diploma or equivalent and 12 educational points	and	3 years of full-time qualifying experience as a Grade II operator
2	High school diploma or equivalent and 18 educational points	and	4 years of full-time qualifying experience
3	Associate's degree or a minimum of 60 college semester units, including a minimum of 15 semester units of science courses	and	2 years of full-time qualifying experience
4	Bachelor's degree or a higher degree, including a minimum of 30 semester units of science courses	and	1 year of full-time qualifying experience

<b>GRADE IV</b>			
1	High school diploma or equivalent and 32 educational points	<b>and</b>	6 years of full-time qualifying experience
2	Associate's degree or a minimum of 60 college semester units, including a minimum of 15 semester units of science courses	<b>and</b>	4 years of full-time qualifying experience
3	Bachelor's degree or a higher degree, including a minimum of 30 semester units of science courses	<b>and</b>	3 years of full-time qualifying experience
4	Valid registration as a chemical, civil, or mechanical engineer issued by the California Board for Professional Engineers and Land Surveyors or by another state, territory, or Indian tribe	<b>and</b>	2 years of full-time qualifying experience
<b>GRADE V</b>			
1	High school diploma or equivalent and 48 educational points	<b>and</b>	10 years full-time qualifying experience
2	Associate's degree or a minimum of 60 college semester units, including a minimum of 15 semester units of science courses	<b>and</b>	6 years of full-time qualifying experience
3	Bachelor's degree or a higher degree, including a minimum of 30 semester units of science courses	<b>and</b>	5 years of full-time qualifying experience
4	Valid registration as a chemical, civil, or mechanical engineer issued by the California Board for Professional Engineers and Land Surveyors or by another state, a territory, or an Indian tribe	<b>and</b>	4 years of full-time qualifying experience